



# CLEAN JOBS ILLINOIS

Energy Transition Navigator Program

## Bidders Conference

June 13, 2023



**Illinois**  
**Department of Commerce**  
& Economic Opportunity

JB Pritzker, Governor



# CLEAN JOBS ILLINOIS

Energy Transition Navigator Program

## 1. Program overview

2. Program coordination
3. Program requirements
4. Funding information
5. Eligibility information
6. Application and submission information
7. Wrap up and key dates



**Illinois**  
**Department of Commerce**  
& Economic Opportunity  
JB Pritzker, Governor

# Energy Transition Navigator Program Goals



**Overall:** Equitably grow the clean energy workforce to meet the demand for clean energy technologies and services.



Connect people to clean energy training programs that will prepare them for well-paying jobs in the clean energy industry.

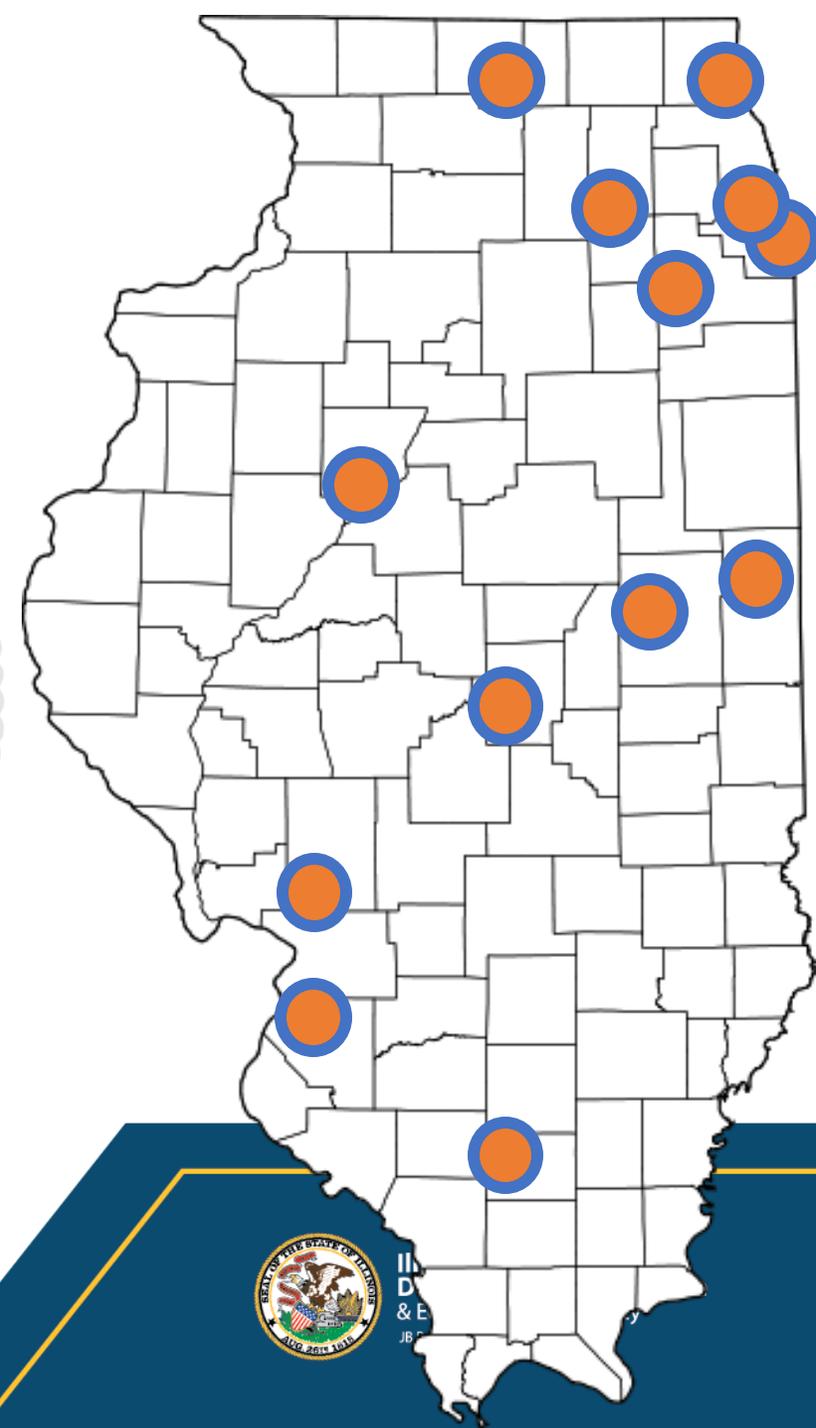


Build relationships among the CEJA workforce programs, clean energy employers, and communities to support CEJA workforce program goals.



# Energy Transition Navigators will serve people in 13 workforce hub regions and surrounding area

- Chicago West Side
- Chicago Southwest Side
- Joliet
- Waukegan
- Aurora
- Rockford
- Champaign
- Peoria
- Danville
- Decatur
- Carbondale
- East St. Louis
- Alton



ILLINOIS  
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# Energy Transition Navigators support the CEJA Workforce programs

Help recruit participants for the programs in the CEJA workforce ecosystem

Conduct education and outreach

Build connections in communities

Engage clean energy employers to facilitate job placement & work-based learning

Clean Jobs Workforce Network

Climate Works Pre-apprenticeship

Energy Transition Navigators





# CLEAN JOBS ILLINOIS

Energy Transition Navigator Program

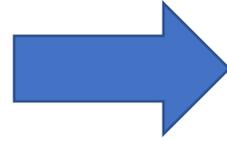
1. Program description
- 2. Program coordination: How it fits into the CEJA workforce ecosystem**
3. Program requirements
4. Funding information
5. Eligibility information
6. Application and submission information
7. Summary and key dates



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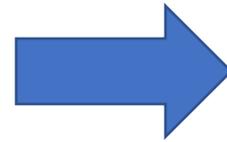
# The Climate Works Pre-apprenticeship Program is a Climate and Equitable Jobs Act Workforce Program

Illinois is investing in clean energy sources, electric vehicles, and energy efficiency.



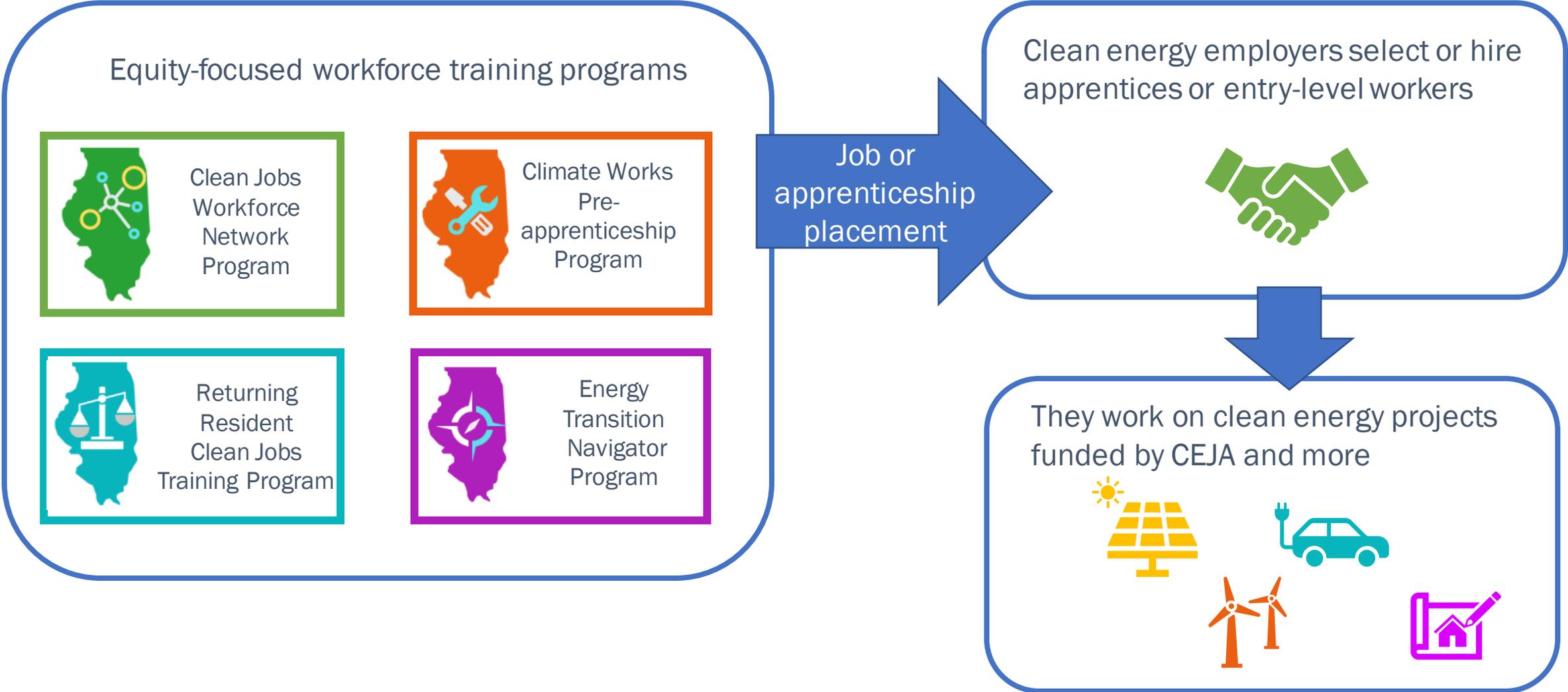
We need to expand the clean energy workforce to do the work.

Some groups of people and communities benefit more from clean energy investments. Some suffer more from environmental impacts and community disinvestment.

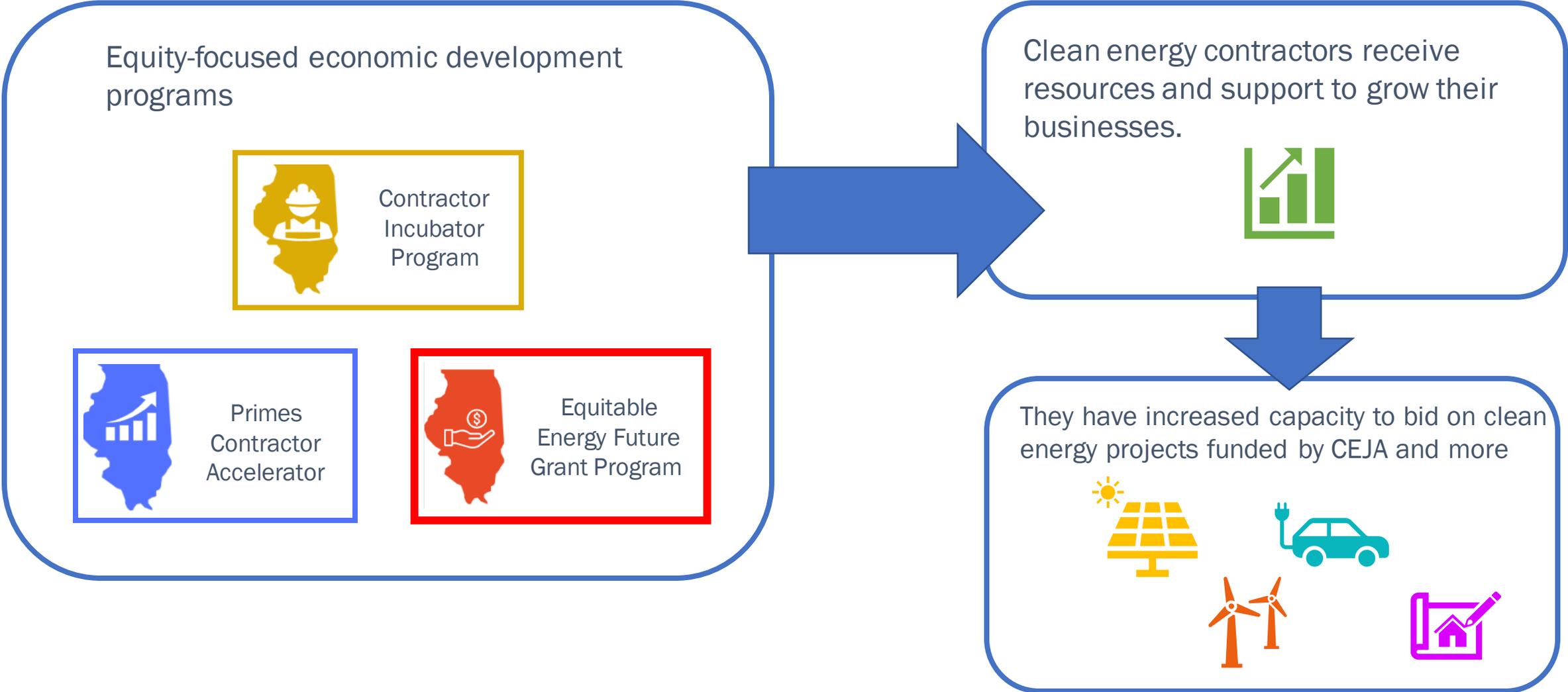


The benefits of clean energy investments and good-paying clean energy jobs should be distributed equitably.

# CEJA Workforce Ecosystem



# CEJA Workforce Ecosystem



# CEJA Workforce Programs



## Climate Works Pre-apprenticeship Program

- 3 regional centers deliver pre-apprenticeship training.
- Goal: Prepare people for **registered apprenticeships**.
- Will provide basic construction training, with a clean energy focus



## Clean Jobs Workforce Network Program

- 13 hubs will deliver clean jobs training at locations throughout the state.
- Goal: Prepare people for **entry-level clean energy jobs**.
- Will utilize standard clean energy curriculum, developed by DCEO.

# CEJA Workforce Programs



## Energy Transition Navigators

- Help recruit participants for CEJA workforce programs
- Conduct outreach & education to build awareness of CEJA programs.
- Build connections in communities and with employers and other stakeholders.



## Returning Resident Clean Jobs Training Program

- Training delivered for people in custody of IL Department of Corrections
- Goal: Prepare people for **entry-level clean energy jobs.**
- Will utilize standard clean energy curriculum, developed by DCEO.

# Contractor programs



## Clean Energy Contractor Incubator Program

- 13 regional Contractor Incubators provide funds and services to help contractors grow their businesses.
- Goal: Increase businesses' capacity to do clean energy projects.



## Clean Energy Primes Contractor Accelerator

- Contractor Accelerators will provide intensive coaching, support, and funding to businesses.
- Goal: Help businesses build capacity to become prime contractors and bid on clean energy projects.
- Administered in 3 program delivery areas: Northern, Central, and Southern Illinois.

# CEJA Ecosystem: Close Coordination Required!

Workforce training and economic development programs



In many ways, Energy Transition Navigators are the glue, connecting people and communities to the different programs in the CEJA workforce ecosystem (especially the Workforce Hubs and Pre-apprenticeship Program).

# Which CEJA Workforce Program should I apply for?

My organization/team has:

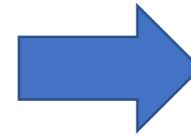
- Experience providing outreach and engagement
- Strong connections to target communities and populations
- Relationships with workforce agencies and community organizations in the region
- Ability to provide career navigation support



Energy  
Transition  
Navigator  
Program

My organization/team has:

- Experience providing wrap-around supports
- Strong ties to other organizations for referrals
- Ability to meet people's needs quickly and efficiently
- Strong ties to target communities and populations



Climate Works  
Pre-  
apprenticeship  
Program



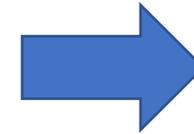
Clean Jobs  
Workforce  
Network  
Program

Apply as part of  
a team to  
deliver Barrier  
Reduction  
Services

# Which CEJA Workforce Program should I apply for?

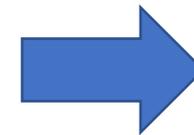
My organization/team has:

- Experience delivering construction and skills training
- Strong ties to target communities and populations in region.
- Strong ties to registered apprenticeship programs.



My organization/team has:

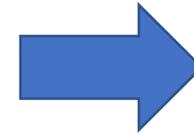
- Experience providing employment, skill development and related services.
- Strong connections to target communities and populations in region.
- Strong connections to clean energy employers.



# Which CEJA Workforce Program should I apply for?

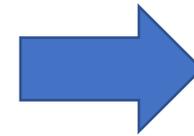
My organization/team has:

- Experience providing employment, skill development or related services to committed persons or justice-involved persons.
- Ability to help returning residents find employment.



My organization/team has:

- Experience providing support to small businesses in equity-investment eligible communities.
- Connections to contractors and industry leaders in clean energy, chambers of commerce, business development centers, and more.
- The ability to provide mentoring and coaching for contractors.



# Funding across the CEJA workforce ecosystem



\$24 million/yr +  
\$15 million/yr barrier  
reduction funds  
Up to 13 awards



\$10 million/yr + \$6  
million/yr barrier reduction  
funds  
Up to 3 awards



\$21 million/yr  
Up to 13 awards



\$6 million/yr  
Up to 13 awards



\$6 million/yr  
# awards TBD



\$9 million/yr  
Up to 3 awards

# NOFO Release Timeline (Estimate)

May

June

July

August

September



Climate Works  
Pre-  
apprenticeship  
Program



Energy  
Transition  
Navigator  
Program



Clean Jobs  
Workforce  
Network  
Program



Equitable  
Energy Future  
Grant  
Program



Contractor  
Incubator  
Program

# Questions about Applying for CEJA Programs

- Can my organization apply to deliver more than one CEJA program or DCEO workforce program?
  - Yes, but please consider capacity to deliver multiple programs if you are selected.
- Can we partner with other organizations to apply for these funding opportunities?
  - Yes! Teams are encouraged.
  - One organization can deliver all elements or partner/subcontract with other organizations to deliver program elements.
  - See Potential Partners list.
- My organization doesn't have as much experience. Can we still apply?
  - Absolutely! However, we strongly encourage less experienced organizations to team up with more experienced partners.
- Can we apply to serve more than one regional workforce hub?
  - Yes, but please consider capacity and local connections.





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# Energy Transition Navigators: 4 main tasks

Coordinate closely with the other CEJA workforce programs (especially Climate Works Pre-apprenticeship and Workforce Hubs)

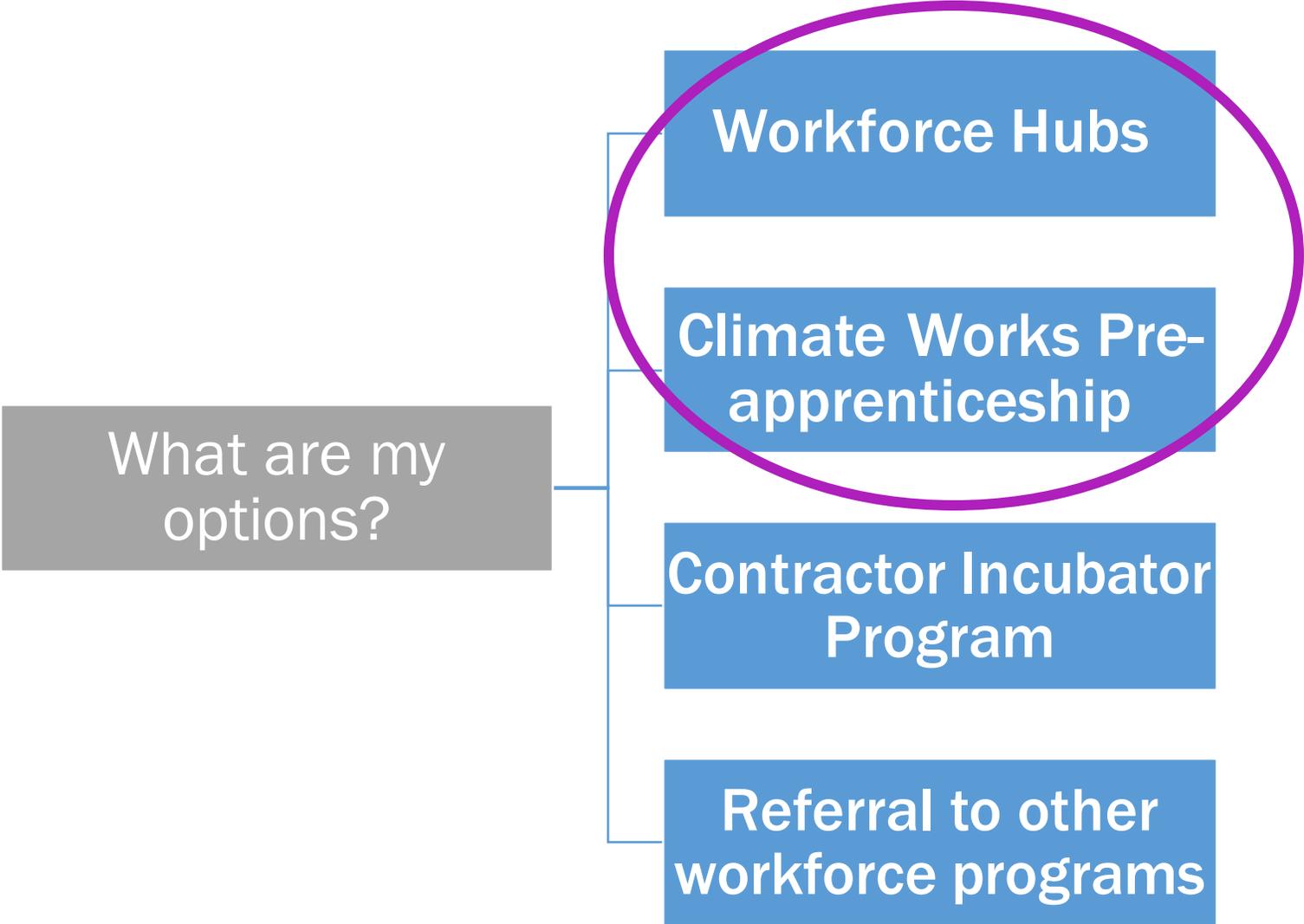
Provide outreach and community education to raise awareness of and recruit people to participate in CEJA programs (especially Climate Works Pre-apprenticeship and Workforce Hubs).

Provide services to help people enroll and participate in the programs.

Engage with diverse community, employer, and workforce stakeholders to advance workforce program goals.



# Navigators coordinate with CEJA programs to guide people to the programs that meet their interests and needs



Navigators must coordinate closely with these programs as part of their larger outreach teams.



# Energy Transition Navigators will serve people in 13 workforce hub regions and surrounding areas

- Chicago West Side
- Chicago Southwest Side
- Joliet
- Waukegan
- Aurora

Climate Works  
Pre-apprenticeship  
Center 1

- Rockford
- Champaign
- Peoria
- Danville

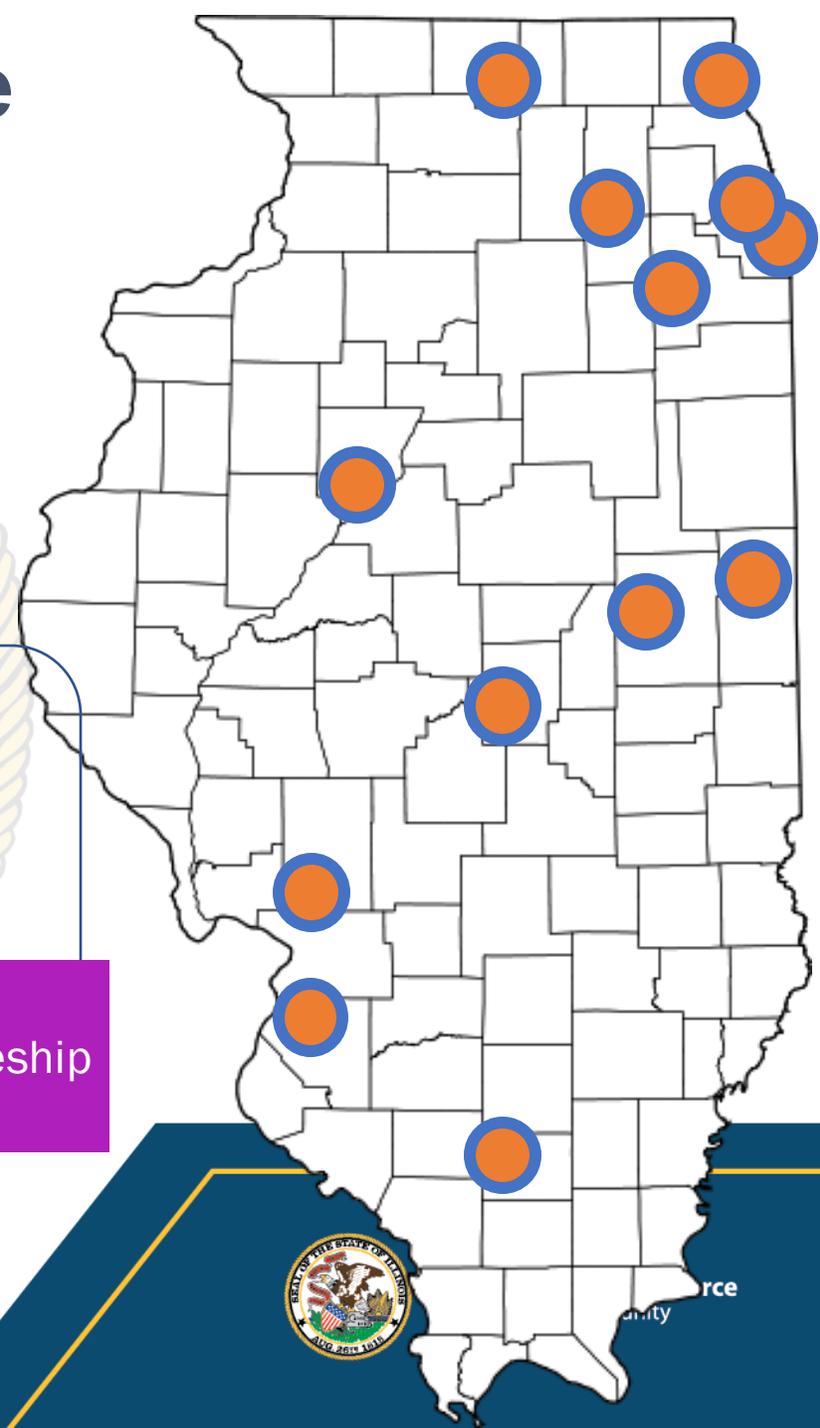
Climate Works  
Pre-apprenticeship  
Center 2



You can propose to serve more than one hub area

- Decatur
- Carbondale
- East St. Louis
- Alton

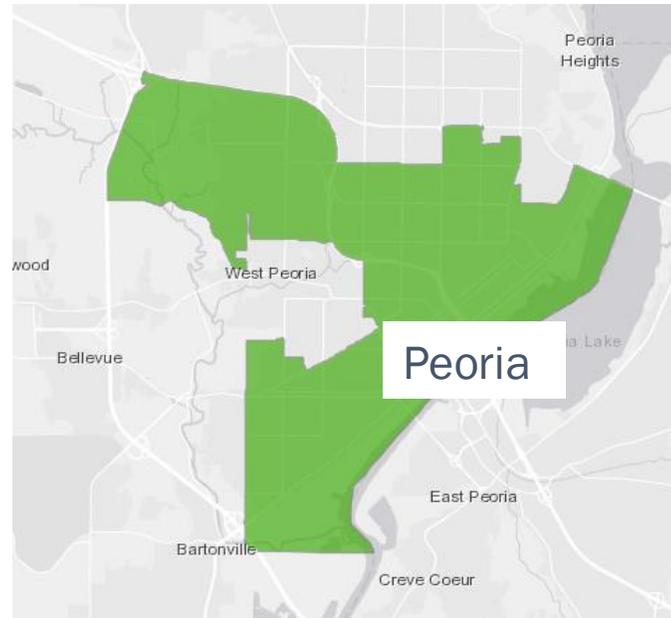
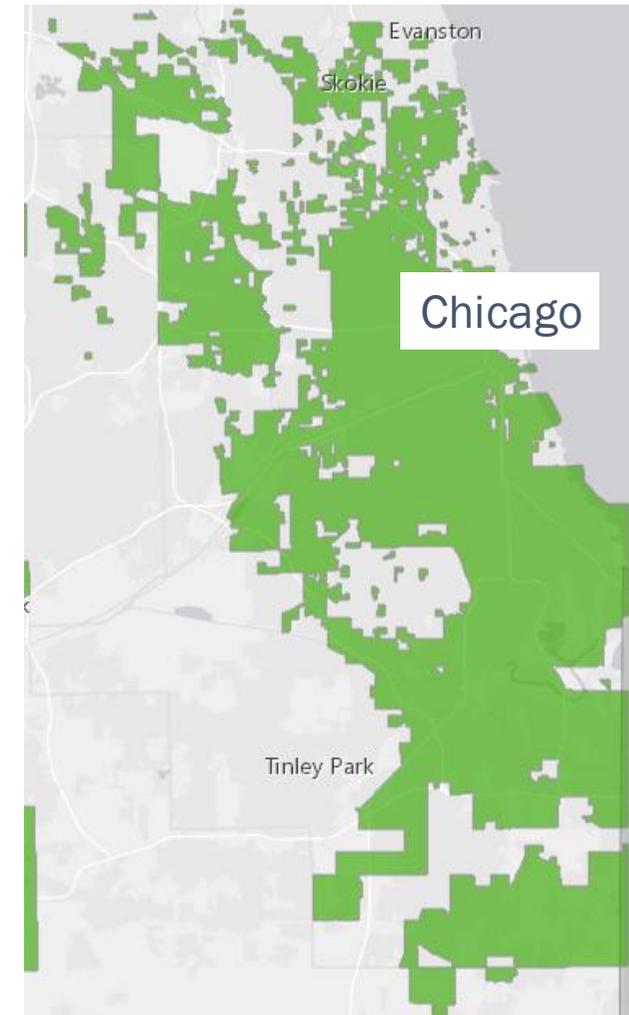
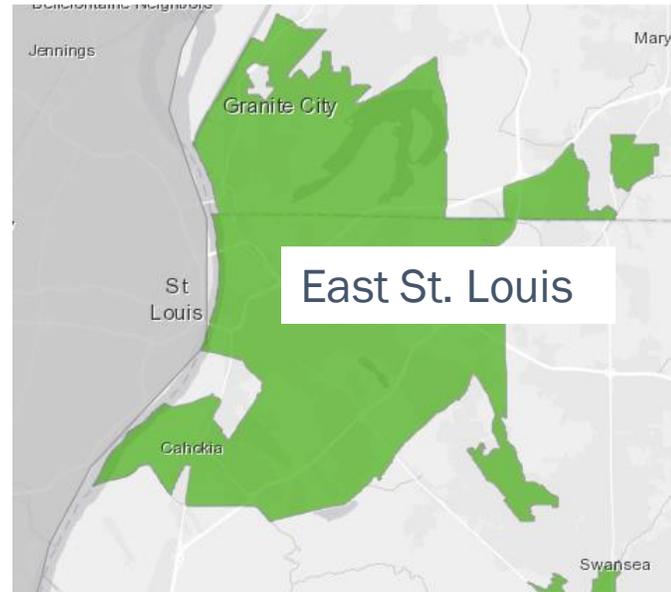
Climate Works  
Pre-apprenticeship  
Center 3



# Who will the Navigator teams recruit?

Inclusive recruitment that includes:

- People living in equity investment eligible communities (environmental justice or R3 communities)
- Low-income persons
- Formerly convicted persons or current/former members of foster care
- Displaced energy workers and their dependents
- Women
- LGBTQ+
- People with disabilities



# Navigators will need to understand participant eligibility requirements for the different programs.

Clean Jobs Workforce Hubs placement prioritized as follows:



Climate Works Pre-apprenticeship eligibility

People living in Environmental Justice or R3 communities OR

People who have been incarcerated OR

People who are current/former members of foster care system



# How should Navigator teams do outreach and recruitment?

Engage in recruitment activities that are proactive, inclusive, and equitable. Go where the people are.

Work with educational institutions, organizations working with eligible populations, local employers, and labor unions to identify potential participants.

Provide information about CEJA programs to organizations working with eligible populations, local workforce innovation boards and other relevant stakeholders.



# Navigator teams will help participants through the application and intake process.

Help participants make an informed decision about what program to participate in.

Assist participants through the application process.

Assist with pre-screening to make sure they meet eligibility requirements.

Assist with assessments to identify student support services needed.

Assist with assessments to help identify barrier reduction services needed.

Refer people to other workforce and business development programs as needed.

Utilize provided materials and methods for application and intake processes.



Climate Works  
Pre-  
apprenticeship  
Program

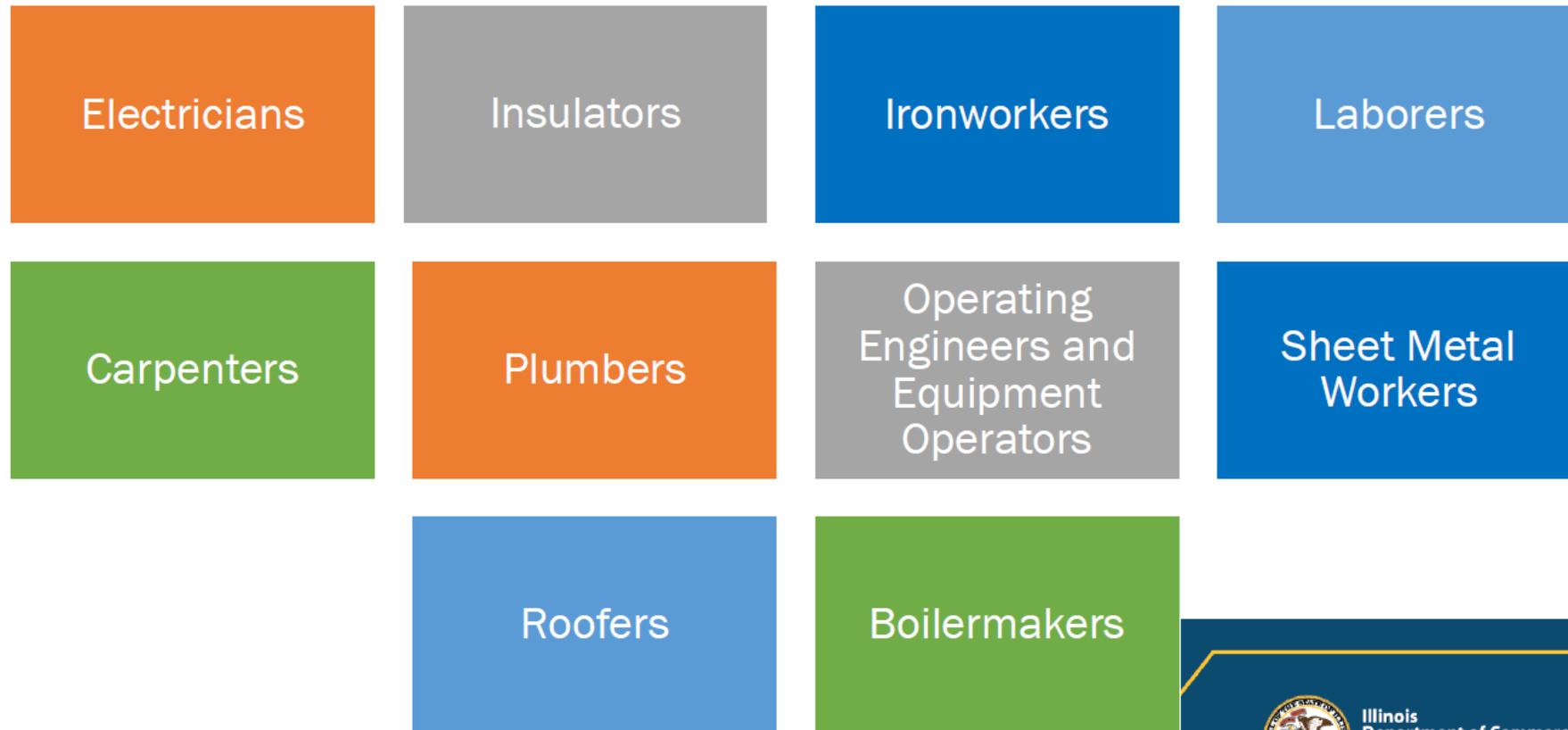


Clean Jobs  
Workforce  
Network  
Program



# Navigators help people make informed decisions about clean energy career pathways & training programs

Climate Works Pre-apprenticeship Focus: Prepare people to succeed in a registered apprenticeship program in the construction and building trades and the clean energy jobs therein.



# Navigators help people make informed decisions about clean energy career pathways & training programs

Workforce Hub Focus: Prepare people to succeed in a variety of entry-level clean energy jobs

Solar PV  
installer or sales  
representative

Wind turbine  
technician

Weatherization  
installer

Energy auditor

Auto mechanic,  
EV focus

HVAC service  
technician

And more....

# Navigators will help assess need for barrier reduction services

Stipends (\$13 per training hour)

Transportation costs (car repairs, gas cards, bus passes)

Childcare costs

Technical assistance for virtual learning

Driver's education fees

Personal health

Emergency bill payments

Financial literacy

Referrals for other services (mental health, housing, substance use)

Mentoring

Alumni networks

Apprenticeship application fees.



# Navigators will help assess need for student support services

Tutoring

Retesting

Make-up sessions

Mentoring

Educational enrichment activities

Coaching

Innovative teaching and learning tools

Immersive training and learning techniques



Navigator teams assist with front-end and backend services for the workforce programs.



Close coordination with grantees of these programs required!

# Navigator teams will engage stakeholders



Establish and maintain relationships to:

- Identify skill and hiring needs of local clean energy industry
- Inform recruitment and training decisions
- Facilitate job placement and work-based learning efforts



# Equity lens: More than just numeric participant targets

Understand how race, ethnicity, gender, background impact access to and experience within clean energy industry.

Must incorporate core equity values (diversity, inclusion, accessibility, equity) in all program elements.





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7. Application review information



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# Annual funding available for Energy Transition Navigator

\$6 million per year total program delivery

Number of awards: Up to 13 (one for each regional workforce hub area)

Amount per award range:  
\$250,000 to \$600,000 per year

Applicants selected for 3 years, subject to annual review





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# Who can apply for funding to deliver the Energy Transition Navigator Program?

Community-based providers: Not-for-profit organization that has a history of serving low-wage or low-skilled workers or individuals from economically disadvantaged communities

Provide employment, skill development or related services

Demonstrate relationships with residents and orgs serving communities in region

Have a history of serving low wage or low-skilled workers from economically disadvantaged communities

Demonstrate relationships with apprenticeship programs and contractor associations.



# Navigator team

One organization can deliver all services OR you can partner with other community-based providers to provide different program elements.

Program area	Got this covered	Need help
Coordination with CEJA workforce program administrators		
Outreach & recruitment		
Application & intake		
Workforce stakeholder engagement		
Data entry & program administration		



# Main grantee must register in the Grant Accountability and Transparency Act (GATA) Grantee Portal

Attend a webinar in July to learn about GATA requirements and how to register

**Illinois Grant Accountability and Transparency Act**  
**Welcome to the GATA Grantee Portal**

The Grantee Portal will be unavailable Sunday, April 16th, beginning at 7:00 AM and ending at 2:00 PM.

[Grantee Portal Sign In](#)   [Amplifund Sign In](#)   [Create Account](#)   [Public Account Help](#)   [Partner Account Help](#)

To access the Portal or Amplifund you must have an Illinois.gov account.  
To create an account, click the Create Account button.  
For Public domain account help, click the Public Account Help button.  
For Partner domain account help, click the Partner Account Help button.

*Partner account usernames end in "@external.illinois.gov" are are most likely DHS CRV account users.*

**Note:** To bookmark this Portal, bookmark this page. Bookmarking the sign in page will cause an error.

**Frequently Asked Questions**

- [How to manage AmpliFund Access.](#) ([Webcast](#)) ([Transcript](#))
- [How to access the Illinois GATA Grantee Portal.](#)
- [How to create an Illinois.gov public account.](#)
- [How to reset your password.](#)
- [All Grantee Portal FAQs](#)





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# Applicant Submission Documents

Uniform Grant Application in fillable PDF format

Uniform Budget utilizing template provided by DCEO

Conflict of Interest Disclosure

Mandatory Disclosure

Executive summary (1 page)

Technical Proposal (15 pages)

Work Plan, utilizing template

Staffing Plan

Find all NOFO  
Materials and  
resources here:

[illinoisworknet.com/  
cejaenergy](https://illinoisworknet.com/cejaenergy)



**Illinois**  
Department of Commerce  
& Economic Opportunity  
JB Pritzker, Governor

# Uniform Application for State Grant Assistance

# Uniform Budget Template



**Illinois Department of Commerce & Economic Opportunity**

## Uniform Application for State Grant Assistance

**Agency Completed Section**

1. Type of Submission:

Pre-Application

Application

Changed/Corrected Application

2. Type of Application:

New

Continuation (i.e. Multiple Year Grant)

Revision (Modification to Initial Application)

3. Date/Time Received By State (Completed by State Agency Upon Receipt of Application)

4. Name of Awarding Agency Department of Commerce and Economic Opportunity

5. Catalog of State Financial Assistance (CSFA) Number

6. CSFA Title

Federal Assistance Listing  Not Applicable (No Federal Funding)

7. Assistance Listing Number #1

8. Assistance Listing Program Title #1

9. Assistance Listing Number #2

10. Assistance Listing Program Title #2

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PROTECTED VIEW Be careful—files from the Internet can contain viruses. Unless you need to edit, it's safer to stay in Protected View. Enable Editing

C2 UEI#

	A	B	C	D	E	F
1	STATE OF ILLINOIS	UNIFORM GRANT BUDGET TEMPLATE			Commerce & Economic Opportunity	
2	Organization Name:		UEI#		NOFO #	2614-2348
3	CSFA Number:	420-30-2614	CSFA Description:	Grants to community based org. or coalitions in will recruit prescreen and	Fiscal Year:	2023
4	SECTION A -- STATE OF ILLINOIS FUNDS				Grant #	
5	Revenues				TOTAL REVENUE	
6	(a). State of Illinois Grant Amount Requested				\$	-
7	BUDGET SUMMARY STATE OF ILLINOIS FUNDS					
8	Budget Expenditure Categories		OMB Uniform Guidance Federal Awards Reference 2 CFR 200		TOTAL EXPENDITURES	
9	1. Personnel (Salaries & Wages)		200.430		\$ -	
10	2. Fringe Benefits		200.431		\$ -	
11	3. Travel		200.474		\$ -	
12	4. Equipment		200.439		\$ -	
13	5. Supplies		200.94		\$ -	
14	6. Contractual Services & Subawards		200.318 & 200.92		\$ -	
15	7. Consultant (Professional Services)		200.459		\$ -	
17	9. Occupancy (Rent & Utilities)		200.465		\$ -	
19	11. Telecommunications				\$ -	
20	12. Training & Education		200.472		\$ -	
21	13. Direct Administrative costs		200.413 (c)		\$ -	
22	14. Miscellaneous Costs				\$ -	
25	16. Total Direct Costs (lines 1-15)		200.413		\$ -	
26	17. Indirect Costs* (see below)		200.414		\$ -	
27	Rate:					
28	Base:					
29	18. Total Costs State Grant Funds (16 & 17)				\$	-

# Conflict of Interest Disclosure

## Conflict of Interest Disclosure

Award applicants and recipients of awards from the State of Illinois (collectively referred to herein as "Grantee") must disclose in writing to the awarding State agency any actual or potential conflict of interest that could affect the State award for which the Grantee has applied or has received. See 30 ILCS 708/35; 44 Ill. Admin Code § 7000.40(b)(3); 2 CFR § 200.112. A conflict of interest exists if an organization's officers, directors, agents, employees and/or their spouses or immediate family members use their position(s) for a purpose that is, or gives the appearance of, being motivated by a desire for a personal gain, financial or nonfinancial, whether direct or indirect, for themselves or others, particularly those with whom they have a family business or other close associations. In addition, the following conflict of interest standards apply to governmental and non-governmental entities.

### Definitions:

**Governmental Entity.** If the Grantee is a governmental entity, no officer or employee of the Grantee, member of its governing body or any other public official of the locality in which the award objectives will be carried out shall participate in any decision relating to a State award which affects his/her personal interest or the interest of any corporation, partnership or association in which he/she is directly or indirectly interested, or which affects the personal interest of a spouse or immediate family member, or has any financial interest, direct or indirect, in the work to be performed under the State award.

**Non-governmental Entity.** If the Grantee is a non-governmental entity, no officer or employee of the Grantee shall participate in any decision relating to a State award which affects his/her personal interest or the interest of any corporation, partnership or association in which he/she is directly or indirectly interested, or which affects the personal interest of a spouse or immediate family member, or has any financial interest, direct or indirect, in the work to be performed under the State award.

The Grantee shall also establish safeguards, evidenced by policies, rules and/or bylaws, to prohibit employees or officers of Grantee from engaging in actions, which create or which appear to create a conflict of interest as described herein.

**The Grantee has a continuing duty to immediately notify the Department of Commerce and Economic Opportunity (the "Department") in writing of any actual or potential conflict of interest, as well as any actions that create or which appear to create a conflict of interest.**

**Are there any current potential conflict(s) of interest, or any actions that create or which appear to create a conflict of interest, related to the State award for which your organization has applied?**

No  Yes

**If there are any current potential conflict(s) of interest, or any actions that create or which appear to create a conflict of interest, related to the State award for which your organization has applied, please describe them all here:**

# Mandatory Disclosure

## Mandatory Disclosure

Award applicants and recipients of awards from the State of Illinois (collectively referred to herein as "Grantee") must disclose, in a timely manner and in writing to the State awarding agency, all violations of State or federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the award. See 30 ILCS 708/40; 44 Ill. Admin. Code § 7000.40(b)(4); 2 CFR § 200.113. Failure to make the required disclosures may result in remedial action.

Are there any violations of State or federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the awarding of a grant to your organization?  No  Yes

If there are any violations of State or federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the awarding of a grant to your organization, please describe them all here:

Grantee has a continuing duty to disclose to the Department of Commerce and Economic Opportunity (the "Department") all violations of criminal law involving fraud, bribery or gratuity violations potentially affecting this grant award.

By signing this document, below, as the duly authorized representative of the Grantee, I hereby certify that:

- All of the statements in this Mandatory Disclosure form are true, complete and accurate to the best of my knowledge. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil or administrative penalties. (U.S. Code, Title 18, Section 1001).
- There is no action, suit or proceeding at law or in equity pending, nor to the best of Grantee's knowledge, threatened, against or affecting the Grantee, before any court or before any governmental or administrative agency, which will have a material adverse effect on the performance required by the grant award.
- Grantee is not currently operating under or subject to any cease and desist order, or subject to any informal or formal regulatory action, and, to the best of the Grantee's knowledge, it is not currently the subject of any investigation by any state or federal regulatory, law enforcement or legal authority.
- If Grantee becomes the subject of an action, suit or proceeding at law or in equity that would have a material adverse effect on the performance required by an award, or an investigation by any state or federal regulatory, law enforcement or legal authority, Grantee shall promptly notify the Department in writing.

Grantee Organization (Company Name)

\_\_\_\_\_  
Signature of Authorized Representative  Date

\_\_\_\_\_  
Printed Name (Authorized Signator Name)

\_\_\_\_\_  
Printed Title (Authorized Signator Title)  CSFA Number

# Executive Summary + Technical Proposal

Executive Summary (1 page)

Technical Proposal (15 pages)

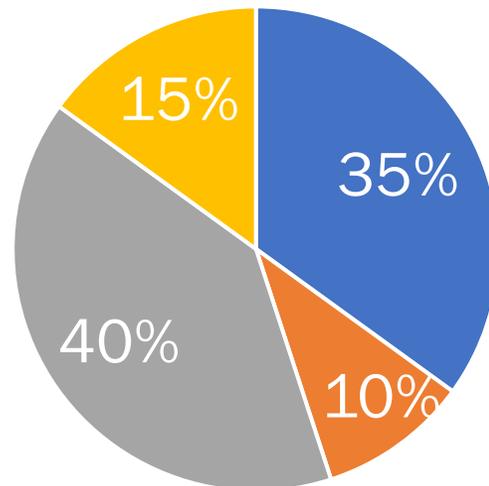




# How will proposals be scored? Merit-based review process

## Applicant Review Criteria

- Applicant Team Qualifications & Capacity
- Documentation of Need
- Project Quality & Integration
- Cost Effectiveness



Proposals will be sorted by regional CEJA hub and then scored by the Merit Review Team.





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# Learn more, ask questions, get assistance

- Program, eligibility requirements and submission information can be found at the NOFO webpage:  
<https://www.illinoisworknet.com/cejaenergy>
- You can submit questions and read FAQ responses through the NOFO webpage as well.
- Visit the webpage for more information about upcoming technical assistance events in July.

# Stay tuned! Take advantage of partner building and technical assistance sessions in July

CEJA Workforce  
Ecosystem Regional  
Networking events to  
meet other applicants,  
build partnerships

GATA training webinar

Writing an effective  
proposal webinar

Office hours for  
individualized  
technical assistance

# Timeline

Notice of Funding Opportunity for the Clean Jobs Workforce Hubs program released in early July.

Technical assistance and networking sessions in July

Notice of Intent to Apply: July 27

Applications are due August 15, 5:00pm.\*

\*August 15 is the deadline to be considered in the first Merit Review Cohort. Applications will be accepted on a rolling basis.





# CLEAN JOBS ILLINOIS

Energy Transition Navigator Program

Questions? Email [ceo.ceja@illinois.gov](mailto:ceo.ceja@illinois.gov)



**Illinois**  
Department of Commerce  
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JB Pritzker, Governor